



REPLY TO
ATTENTION
OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5730


IMSE-GOR-ZA

OCT 27 2009

MEMORANDUM FOR All Garrison Personnel

SUBJECT: Garrison Commander's Policy Memorandum No. 40 – Use of Alternative Dispute Resolution (ADR)

1. The purpose of mediation is not only to comply with Department of the Army (DA) policy on the use of ADR, but to strive for resolution of disputes in the fastest and least contentious manner.
2. Mediation provides a trained, neutral, impartial third party mediator to guide disputing parties through a structured resolution process. It can be applied to most workplace disputes and it allows both parties to maintain control over the outcome. The process is confidential, fair, low cost, and non-adversarial. The primary advantage of mediation is that it can enhance both parties' ability to resolve differences and improve dysfunctional relationships. Consequently, when an aggrieved employee accepts an offer by the servicing Equal Employment Opportunity (EEO) Office to mediate, a directorate level official or designee will participate in the mediation process.
3. During fiscal year 2009, many EEO complaints were resolved through Negotiated Settlement Agreements (NSA). However, these successes are overshadowed when an agreement is breached and DA issues a finding of noncompliance for the installation's failure to take action agreed upon in a NSA.
4. After each NSA is signed, the EEO Office is responsible for monitoring the agreement, but the ultimate responsibility for compliance rests with management officials. When the terms of an agreement have not been met within 45 days of its signing, the EEO Office is directed to notify me immediately so that corrective action is taken. Directors will be held accountable for DA findings of noncompliance.
5. This policy will be brought to the attention of all personnel, and a copy of this memorandum will be posted on the EEO website and all primary bulletin boards.
6. The proponent for this action is the Equal Employment Opportunity Office, 706-791-4551.


GLENN A. KENNEDY, II
COL, SC
Commanding

This memorandum supersedes the Garrison Commander's Policy Memorandum No. 40 – Use of Alternative Dispute Resolution (ADR), dated 24 December 2008.